



## Minnesota Board of Marriage and Family Therapy



### Minutes of the Regular Board Meeting August 19, 2011

**MEMBERS PRESENT:**

Herb Grant, Chair  
Mark Flaten, Vice-Chair  
Sara Wright, Secretary  
Kay Ek  
Denny Morrow  
John Seymour

**MEMBERS ABSENT:**

Bruce O'Leary

**STAFF PRESENT:**

Jennifer Mohlenhoff, Executive Director

**GUESTS:**

Benjamin Garbe, Assistant Attorney General  
Mary Hayes  
Steve Peltier  
Students

**I. ORAL EXAMINATION**

August 17, 2011- Three (3) oral exams were administered. Upon successful completion, licenses were issued to the following: Barbara Seeger and Nancy Tomanek.

August 19, 2011 - Six (6) oral exams were administered prior to the Board meeting. Upon successful completion, licenses were issued to the following: Terry Riley, Jayme L.B. Baden, Jane Hodgdon, Delta Larkey, Nicholas Buus, and Mary Einarson.

**II. EXECUTIVE SESSION (Closed Session)****III. CALL TO ORDER**

Chair Herb Grant called the meeting to order at 11:00 a.m. in the University Room of the University Park Plaza Building.

**IV. CONSIDER AGENDA**

Members approved the agenda as presented.

## **V. APPROVAL OF MINUTES OF THE JUNE 17, 2011, BOARD MEETING**

Denny Morrow made a motion to approve the minutes of the June 17, 2011 Board meeting as written. John Seymour seconded the motion. The motion passed.

## **VI. ADMINISTRATIVE REPORT**

Jennifer Mohlenhoff introduced and welcomed Ben Garbe, Assistant Attorney General, counsel to the Board.

### Budget Report:

Members reviewed the current budget and vendor payment reports.

### Legislative update:

#### FY12-13 Budget Appropriation

Jennifer reported that the budget was passed with a small increase to the Board's biennial appropriation. An appropriation to fund costs associated with rulemaking was included. This appropriation expires June 30, 2012.

### MFT Fee Language:

Jennifer reported that the Board's fees are now codified in statute.

### Sunset Commission Statute:

Jennifer reported that final 2011 legislative action included the enactment of a sunset commission charged with reviewing all state entities, per a set schedule, to evaluate and report to the legislature as to possible sunseting (i.e. closure) of state entities. The Health Licensing Boards are listed among the first state entities set for review by this commission, with a report due to the legislature by 2012. Jennifer stated that the directors of the Health Licensing Boards have met to discuss this review and will work collaboratively to respond to commission requests for information when received. The Boards will emphasize the effectiveness, efficiency, collaborative nature, and importance of each Board's independent charge to protect public safety. Discussion followed during which board members offered that the AAMFT and other states likely have information that may assist the Board in responding to the sunset commission's inquiries.

### State IT Consolidation:

Jennifer reported that 2011 legislation now requires that all state IT functions be amassed within the state's Office of Enterprise Technology (OET). ASU staff that serve the Board's IT needs will ultimately become OET employees. There will be interagency agreements in place and IT staff will remain on site. It is hoped there will be relatively little disruption to the Board's IT services. It is uncertain at this time as to the cost impact to the Board by this consolidation.

#### Annual Plan Approval:

Jennifer reported that the Annual Plan for FY 2012 was approved with detailed spending authority to address items that may come up through the fiscal year, including various funds to address discipline-related expenses, training, and obtaining assistance from non-Board members in the administration of state oral examinations.

#### Shutdown – Impact/Analysis:

Jennifer reported that during the state shutdown all of the Health Licensing Boards were closed for 21 days, and that everything was handled as well as could be expected. Board staff are currently handling the backlog of applications and requests resulting from the shutdown.

#### National exam score report:

Jennifer reported on the score report from the spring window of the national exam, noting that Minnesota candidates again exceeded the national group candidate scores in all categories, with a pass rate of 70%-75%. Jennifer gave the following count of national exam takers from the past year:

Spring window 2011 – 67 candidates  
Winter window 2011- 90 candidates  
Fall window 2010 – 72 candidates  
Spring 2010- 97 candidates

#### Board Member Update:

Jennifer reported that Denny Morrow has been officially reappointed to serve a full term on the Board, and that Bruce O'Leary has also been officially appointed as a new member who will join the Board at the September meeting.

### **VII. COMMITTEE APPOINTMENTS**

Herb Grant appointed Denny Morrow and Mark Flaten to serve on the Complaint Committee.

Herb Grant appointed Kay Ek, Bruce O'Leary and John Seymour to serve on the Applications Committee.

Herb Grant appointed Sara Wright and John Seymour to serve on the Continuing Education Committee.

Herb Grant confirmed that Denny Morrow will serve as the Board's representative to the HPSP Committee.

Herb Grant appointed Mark Flaten, Kay Ek, and himself to serve on the Personnel Committee.

Herb Grant announced that he has been elected to serve as President-Elect of AMFTRB. In light of his activities as an AMFTRB board member, he is recommending that both he and Mark Flaten attend the annual AMFTRB meeting in September.

## **VIII. VARIANCE REVIEW (2)**

### Variance #1:

Members reviewed a request for a variance from an individual who will be practicing in the Philippines for a year, asking to accrue face-to-face supervision from her current Minnesota Board-approved supervisor through the use of synchronous, electronic medium, and to also receive a portion of her required supervision from a practicing mental health professional native of the Philippines.

John Seymour made a motion to approve the variance request. Denny Morrow seconded the motion. The motion passed.

### Variance #2:

Members reviewed a request for a variance from an individual asking to sit for the national exam for an 8<sup>th</sup> time. Mark Flaten made a motion to approve the request, and to allow the individual additional time to take the exam. Sara Wright seconded the motion. The motion passed.

## **IX. BOARD MEMBER(S) ATTENDANCE – AMFTRB CONFERENCE**

John Seymour made a motion to send Herb Grant (Delegate) and Mark Flaten (Vice Delegate) to the AMFTRB Annual Meeting in Pittsburg, Pennsylvania, which will be held September 7-8, 2011. Kay Ek seconded the motion. The motion passed.

## **X. DISCUSSION – BOARD MEETING SCHEDULE FOR 2012**

Jennifer Mohlenhoff and members discussed altering the Board's meeting schedule beginning in 2012, to perhaps not meet monthly as a full Board and to consider a different structure of meetings. Members reviewed a summary of other Health Licensing Board's meeting schedules and agreed to hold further discussion.

## **XI. PUBLIC INPUT**

There was no public input.

## **XII. OTHER ITEMS**

There were no other items.

## **XIII. ORAL EXAMINATION (CLOSED TO THE PUBLIC)**

Four (4) oral exams were administered. Upon successful completion, licenses were issued to the following:  
Diane Hovey, Anna Williams, Pamela McCabe, and Gail Smith.

#### **XIV. ADJOURNMENT**

Chair Herb Grant adjourned the meeting at 12:45 p.m.

I hereby attest that these minutes were read and approved by the Board of Marriage and Family Therapy on September 16, 2011.

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Sara Wright, Secretary